

## **General Plan Committee 2016 Task List to Board**

The GPC Charter calls for, “. . .an agenda of issues the Committee sees as its focus for the upcoming year. This agenda is to be reasonable in scope so as to realize the effectiveness of the Committee and assure completion.” Such Task List was approved by the GPC at the December 7, 2015 meeting but the Board asked that it be revised in light of the new charter approved at its February 27, 2016 meeting. The following is in response to that request:

1. Rewrite GPC Charter to reflect the evolution of Board, Member and Management needs.
2. Document Capital Project design and spending processes provide a clear understanding among the GPC, Board and Management.
3. Document Amenity Master Plan process and provide a template to standardize plans to be completed over time.
4. Document Capital Spending Communication Plan to be employed at various stages to ensure transparency to Membership and other stakeholders.
5. Establish Capital Project Task Forces, as assigned for Projects Under Review, with a goal of making a recommendation to Board and Management on next steps.
6. Assist Management with Amenity Master Plans, as designated for completion during the year.
7. Provide forums to encourage and receive membership input about desired capital improvements to existing amenities.
8. Coordinate efforts of the GPC to be in accord with the Board’s Strategic Plan, the Land Management Plan and other Amenity Master Plans.
9. Quarterly reviews of the Capital Funds Projection, Development and Replacement Reserve Fund activity and balances, as well as, Amenity Usage Analytics.
10. Annual joint meeting with the Board and Finance Committee in August during the operating budget process to identify long-range capital needs and to review the Capital Project funding budgets and policies (Development Fund and Replacement Reserve Fund) in order to assess availability of funding for implementation of ongoing and new project recommendations.